

JTPA: PIC Member Orientation Package

consisting of

- 1. The Private Industry Council and the American Economy**
- 2. A Guide to Major Federal Job Training Programs**
- 3. Trainer's Guide to Private Industry Council Member Orientation**

The National Commission for Employment Policy

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Foreword

JTPA: PIC Member Orientation Package

Life-long learning is a reality in the workplace and it is increasingly a necessity for those committed to the establishment and governance of a workforce development system through membership on Private Industry Councils and State Job Training Coordinating Councils. The following documents seek to begin and accelerate this learning process, with a special emphasis on the role and expertise of private sector members of PICs and state councils. These documents are intended to be used in conjunction with orientation training and should be distributed to PIC members along with other relevant state and local orientation materials.

The *JTPA: PIC Member Orientation Package* consists of three documents as follows:

The Private Industry Council and the American Economy is designed as a freestanding handbook to give PIC members background and advice on how to perform their duties effectively. It provides a synopsis of federal job training initiatives, definitions of basic job training terms, and a description of the education and training system at the federal, state, and local levels.

A Guide to Major Federal Job Training Programs offers to those unfamiliar with federal job training programs an outline of the key provisions of 12 different laws and programs, including the Job Training Partnership Act, the Job Opportunities and Basic Skills program, the Carl Perkins Act, the Wagner-Peyser Act, and relevant portions of other legislation such as the Older Americans and Higher Education acts.

The Trainer's Guide to Private Industry Council Member Orientation includes directions for leading orientation participants through the content of the handbook, participant exercises, "overheads," and directions for customizing training to state and local PIC needs (e.g., review of bylaws and the local job training plan).

The training outlined in the guide may be used to orient new members separate from other PIC members or to train an entire PIC where individual orientation has not been the practice in the past. For new members, the training may be conducted for either a single PIC or multiple PICs. The National Commission for Employment Policy and the National Association of Private Industry Councils welcome your comments on these documents and your insights on the need for further PIC member training.